



## Position Description

General Information	
<b>UW System Title:</b>	Lecturer
<b>UW System Code:</b>	TL020
<b>Business Title:</b>	Lecturer
<b>Supervisor's Business Title:</b>	Associate Dean for College of Natural Resources
<b>Hours/Shift/Work Schedule:</b>	
Check as needed:	<input type="checkbox"/> Weekends <input type="checkbox"/> Holidays <input type="checkbox"/> Evenings <input type="checkbox"/> On call <input checked="" type="checkbox"/> Varied hours
<b>Principal Work Location:</b>	Main Campus
<b>Department:</b>	College of Natural Resources
<b>Supervisory Position:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Employee Category:</b>	<input type="checkbox"/> University Staff <input checked="" type="checkbox"/> Faculty/Academic Staff/Limited
<b>FLSA Status:</b>	<input type="checkbox"/> Non-exempt (hourly) <input checked="" type="checkbox"/> Exempt (salaried)
<b>Date Created/Updated:</b>	3/1/2024
<b>Position of Trust:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<small>(Defined as: Having property access, financial/fiduciary duties, and all executive positions)</small>	
<b>Position of Trust with Access to Vulnerable Populations:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<small>(Defined as: Responsibilities require unsupervised or significant access to vulnerable populations, defined as minors and medical patients. For purposes of this policy, a minor is a person under the age of eighteen (18) who is not enrolled or accepted for enrollment at a UW System institution. Examples of settings with vulnerable populations include child care centers, summer camps for minors, precollege or enrichment programs, and health care facilities. For additional information, view the <a href="#">University of Wisconsin System Criminal Background Check Policy</a>.</small>	

**Department Description**

The Environment & Society (ES) discipline is in the College of Natural Resources (CNR) at the University of Wisconsin-Stevens Point. Major options in the ES discipline include Conservation & Community Planning, Conservation Law Enforcement, Environmental Education and Interpretation, and Environmental Science and Management. The College supports premier undergraduate natural resources programs. The CNR has approximately 1,500 undergraduates, 100 graduate students, and over 130 faculty and staff. The college supports undergraduate natural resource programs with disciplines in Environment & Society, Fisheries and Water Resources, Forestry, Soil and Waste Resources, Wildlife Ecology and the Department of Paper Science and Chemical Engineering.

**Position Summary**

This is a full-time, academic year (9-month) instructional academic staff lecturer position. The individual is responsible for classroom, online, and/or laboratory instruction and assists with instructional development and design for a single course or series of courses within an academic discipline to support the delivery of quality instruction. Serves as an instructor of record for courses such as NRES 320 – Natural Resources Communication and Public Relations. Teaches 12 credits or the equivalent each academic semester. The potential exists for teaching during summer and winterim sessions for additional compensation.

<b>Primary Responsibilities</b> (as a guideline, use Job Responsibilities from Job Overview section of the <a href="#">Job Library</a> and support using specifics of the position)	<b>% of Time</b>
<p><b>A. Teaching</b></p> <ul style="list-style-type: none"> <li>• Serve as instructor of record in the classroom, online and/or laboratory instruction for one or more courses, including assessment of student performance</li> <li>• Serves as an initial point of contact for students as it relates to specific courses or series content and expectations</li> <li>• Develops and creates instructional materials for courses</li> </ul>	<b>100%</b>

<b>Qualifications – Knowledge, Skills, and Abilities:</b>
<p><b>Required Knowledge, Skills, and Abilities</b></p> <ul style="list-style-type: none"> <li>• Master’s degree or higher with an applied emphasis on public communication in a relevant Natural Resources field, Education, Communication, Public Relations, Media Studies or another related field.</li> <li>• Knowledge of appropriate social science methods to inform natural resource management decisions</li> <li>• Knowledge of public relations and media engagement in natural resource settings</li> </ul> <p><b>Preferred Knowledge, Skills, and Abilities</b></p> <ul style="list-style-type: none"> <li>• Experience teaching in an undergraduate setting</li> <li>• Experience with meeting facilitation techniques</li> <li>• Experience implementing techniques for managing conflicts in a natural resource setting</li> </ul>

<b>Other – Knowledge, Skills, and Abilities:</b>
<ul style="list-style-type: none"> <li><input type="checkbox"/> Job Requires Driving a State Vehicle</li> <li><input type="checkbox"/> Pre-employment Physical Assessment Required</li> <li><input type="checkbox"/> Pre-Employment Financial Check Required</li> <li><input type="checkbox"/> Independent travel is a core function of the job</li> </ul>

<b>Physical Effort/Demands:</b>					
	Never (0%)	Seldom (1-10%)	Occasionally (11-33%)	Frequently (34-66%)	Continuously (67-100%)
Sitting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walking	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lifting (arms above your head to reach high and/or difficult areas)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kneeling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Squatting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stooping	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lifting 0-10 pounds	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lifting 11-20 pounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lifting 21-30 pounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lifting 31-50 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Equipment Operated:</b>					
<ul style="list-style-type: none"> <li>Various computer systems and/or software, calculator, office copier, telephone, and other electronic office devices.</li> </ul>					
<b>Working Environment:</b>					
The noise level in the work environment is usually quiet.					

This position description should not be interpreted as all-inclusive. It is intended to identify the major responsibilities and requirements of the job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this description.

This position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the position change.

UW-Stevens Point is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the University will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date